

Housing Finance Authority of Leon County
May 10, 2018
Meeting Minutes

MEMBERS PRESENT: Mr. Tom Lewis, Chairman
Ms. Marnie George, Vice-Chair
Mr. Andrew Gay, Treasurer
Dr. Jeffrey Sharkey, Secretary
Ms. Gail Milon
Mr. Mike Rogers
Mr. Allen Stucks

ADMINISTRATOR: Ms. Susan Leigh

HFA LEGAL COUNSEL: Mr. Ethan Rosenthal

COUNTY STAFF: Shington Lamy
Mitzi McGhin

COUNTY ATTORNEY: None

GUESTS PRESENT: Dr. Patricia McGill, Big Bend Housing Partnership

Call to Order by Chairman Lewis

With a quorum present, Chairman Lewis called the HFA meeting to order at 12:04 P.M.

Agenda Item #1: Membership Roll Call

Staff called the Membership Roll and attending members were Chairman Lewis, Vice-Chair George, Secretary Sharkey, Treasurer Gay, Mr. Rogers, Mr. Stucks. and Ms. Milon.

Agenda Item #2: Approval of the May 10, 2018, Agenda

Action Taken: Chairman Lewis called for a motion for approval of the May 10, 2018 Meeting Agenda. Mr. Stucks motioned to approve, and it was 2nd by Ms. George. Motion passed unanimously.

Agenda Item #3: Approval of the April 12, 2018 Minutes

Action Taken: Chairman Lewis called for a motion for approval of the April 12, 2018 Meeting Minutes. Mr. Stucks motioned to approve, and it was 2nd by Mr. Rogers. Motion passed unanimously.

Ms. McGhin updated the Board on the status of the advertising efforts of the other properties and said that the RFP it was in the process and that the advertisement should be on the street in two weeks.

Agenda Item #6C: HFA of Leon County DPA Mortgages

Ms. Leigh referred to the Financial Advisors memo and indicated the status had not changed. There were no questions from the Board.

Action Taken: No action necessary.

Agenda Item #6D: Escambia HFA Marketing Report

Ms. Leigh summarized the current status of the Open Our Door Campaign carried out with the lenders and Escambia HFA, including a Parade of Home Advertisement and radio advertisement from the local stations, driving potential homebuyers to a website designed to provide additional information, as well as links to lenders sites. She reported that all efforts were within the stated budget

Action Taken: No Action Required.

Agenda Item #6E: Legal Update

Action Taken: None

Agenda Item #6G: "To-Do" List

Ms. Leigh stated that the to-do list was in the Board Packet.

Action Taken: No Action Required.

Agenda Item #7A: New Business: HFA Sponsorship of Florida ALHFA Conference

Ms. Leigh provided the background regarding Sponsorship of the Florida ALHFA Conference. She reminded the board of the efforts of Florida ALHFA and the overall benefit to the community as a whole which has led to policies favorable to local HFA's. She stated that in 2017 the HFA of Leon County was a Silver (\$1,000) sponsor, and that the Board needed to determine the level of Sponsorship this year.

Action Taken: Mr. Stucks motioned to approve the expenditure of \$1,000 of HFA Funds on a Silver Sponsorship for the Florida ALHFA Summer Conference and it was 2nd by Mr. Rogers. The motion passed unanimously.

Agenda Item # 8: Adjournment

This meeting was adjourned at 12:51 P.M.

Tom Lewis, Chairman

Jeffrey Sharkey, Secretary Date:

EXPENDITURE & DEBIT CARD APPROVALS: MAY 10, 2018

CHECK NUMBER	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
		Administrator	4-15-18 to 5-14-18	\$ 3,583.33
1023	The Hendrickson Company	Administrator		\$ 3,583.33
	The Hendrickson Company	Operating Supplies		\$ -
		Legal	4-3-18 to 4-27-18	\$ 477.40
1024	Nabors Giblin & Nickerson	Legal		\$ 477.40

DEBIT CARD	PAYMENT TO	PAYMENT FOR	Dates	AMOUNT
	Jersey Mike's Subs	Operating Supplies: Lunch	4/12/2018	\$ 122.55
	Office Depot	Copying	5/2/2018	\$ 39.40
	Office Depot	Copying		